



Security

SECURITY POLICE INVESTIGATIONS

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This instruction implements AFPD 31-2, *Law Enforcement*, and establishes responsibilities and guidance on security police investigation of criminal matters.

SUMMARY OF REVISIONS

★This revision states goal of formal training for all investigators (paragraph 2.2), allows presentation of AF Form 688 as a memento (paragraph 2.2.1.3); emphasizes wear of a military uniform by security police investigators (paragraph 2.3), expands guidance on lost and found property and separates from discussion of evidence (paragraphs 2.7, 2.7.4 - 2.7.4.2); allows use of state evidence submission forms (paragraph 2.6.4), provides new training guidance on field testing of drugs (paragraphs 2.10, 2.10.3 and 2.10.4); clarifies guidance on use of DD Form 1569 and ROIs (paragraph 2.13), and outlines new guidance on retention of investigative notes and documentation (paragraph 2.14.2). A ★ indicates revisions from the previous edition.

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Supersedes: AFI 31-206, 1 August 1995.
OPR: HQ AFSPA/SPLE (Maj T.J. Johnson)

Certified by: HQ USAF/SP (Brig Gen R.A. Coleman)
Pages: 11/Distribution: F

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Chapter 1**RESPONSIBILITIES**

1.1. Headquarters United States Air Force. HQ USAF/SP determines the conduct of security police criminal investigations throughout the Air Force.

1.2. Headquarters Air Force Office of Special Investigations. HQ AFOSI develops guidelines on investigative jurisdiction within the US Air Force. It also manages the *USAF Polygraph Program* and provides guidance on the Joint Drug Enforcement Team (JDET) concept.

1.3. Headquarters Air Force Security Policy Agency. HQ AFSPA provides Air Force security police commanders with guidance on investigative matters.

1.3.1. HQ AFSPA also compiles items reportable under DoD Directive 5400.12, *Obtaining Information from Financial Investigations*, on investigations conducted by security police units. HQ AFSPA forwards this information annually to the Defense Privacy Board, Office of the Deputy Assistant Secretary (Administration) via Report Control Symbol DD-COMP(A)1538.

1.4. Installation Chief of Security Police (CSP). The CSP should establish a security police investigations (SPOI) section within their squadron to handle incidents and/or crimes as delineated in attachment 2, AFOSI and Security Police Investigative Matrix, as established by AFI 71-101, Volume I, *Criminal Investigations, Counterintelligence, and Protective Service Matters*.

Chapter 2**ESTABLISHING AN INVESTIGATIONS PROGRAM**

2.1. Investigative Jurisdiction. Security police investigate all crimes, offenses or incidents falling within their investigative jurisdiction as set forth in attachment 2 and AFI 71-101, Volume I. These cases normally do not involve coordination with federal law enforcement agencies and other than local host nation police. Security police may close out cases AFOSI determines do not warrant further AFOSI investigation.

2.1.1. When authorized, security police provide investigative assistance to AFOSI. The base commander, AFOSI detachment commander or special agent in charge, and CSP jointly make determination of need.

2.1.2. Installation CSPs coordinate requests from AFOSI to pick up an ongoing security police investigation. Security police close out and transfer all case file information to AFOSI once they accept investigative responsibility.

★2.2. **Credentials.** The CSP issues an AF Form 688, **Security Police Investigator Credential**, to full-time security police investigators in the rank of Senior Airman (or civilian equivalent) or above, who are graduates of: 1) Military Police Investigator Course, 2) AFOSI Special Investigators Course, and 3) An overseas US Army Major Command Military Police Investigators Course. Or who have over 8 years federal or civil police experience, including at least 2 years investigative experience (if the CSP believes the recipient has the necessary technical expertise, formal education, and training).

NOTE: In the absence of a qualified investigator, the CSP may issue credentials to persons with less experience, provided the number of credentials issued does not exceed the number of authorized investigators. Formal training for these individuals is the goal.

2.2.1. Besides issuing credentials, the CSP:

2.2.1.1. Ensures security police investigators carry the AF Form 688 only in the performance of official duty.

2.2.1.2. Ensures credentials are valid only as long as the holder is performing full-time investigative duties within the issuing unit. The credential's expiration date should generally not exceed three years from date of issue.

★2.2.1.3. Destroys withdrawn credentials upon change of duty status, assignment, or station.

NOTE: The CSP may present an investigator his credentials as a change of duty station or retirement memento. When done, the commander must render the credentials unserviceable. Marking the credentials in red block letters "INVALID", or encasing them in poured acrylic are two options.

2.2.1.4. Documents credential destruction on AF Form 310, **Document Receipt and Destruction Certificate**, and maintains the certificate with other AF Form 688 accountability records.

2.2.1.5. Ensures control and protection of blank credential forms against theft and unauthorized use.

★2.3. **Uniform Wear.** Investigators normally wear the military uniform with the security police shield while performing investigative duties. The installation CSP may authorize wear of appropriate civilian clothes on a case-by-case basis when uniform wear hinders operations. Do not wear the security police shield with civilian clothes. Investigators authorized to wear civilian clothes off duty carry the shield clipped to the inside of the investigator credential holder.

2.3.1. Air Force civilian employees assigned as investigators carry, (rather than wear), the DoD police badge. Engrave the badge with "USAF Security Police" and control like the security police shield.

2.4. **Arming.** Investigators are normally not armed while conducting investigations unless authorized by the installation CSP. Comply with AFI 31-207, *Arming and Use of Force by Air Force Personnel*, when carrying weapons openly or concealed.

2.5. **Reimbursement.** Installation CSPs must preapprove reimbursement for expenses incurred while conducting an investigation.

2.6. **Handling Evidence.** Installation CSPs appoint evidence custodians in writing. You must positively identify and strictly account for evidence to assure admissibility for legal proceedings.

2.6.1. Investigators must:

2.6.1.1. Complete an AF Form 52, **Evidence Tag**, as soon as possible after collecting each item of evidence.

2.6.1.2. Describe the evidence and identify each person who has had custody of the item.

★2.6.1.3. Release evidence to the evidence custodian as soon as practical.

2.6.1.4. Record all evidence in a permanently bound evidence log.

2.6.2. **Storing of Evidence.** Store evidence in lockers, safes, or rooms designated solely for that purpose. Secure such containers or rooms as much as practical to prevent theft or surreptitious entry. Develop procedures to make evidence storage containers or rooms accessible only to the evidence custodian(s).

2.6.2.1. Store firearms seized as evidence in approved containers and protect them according to AFI 31-209, *Air Force Resources Protection Program*.

2.6.2.2. Secure controlled substances (other than residue and paraphernalia) stored outside a designated evidence room in a GSA approved Class 5 safe (or higher).

2.6.2.3. Do not designate evidence storage areas not used for the storage of weapons or controlled substances as controlled areas.

2.6.2.4. Ensure maintenance of the chain of custody.

2.6.2.5. Conduct inventories of all evidence as determined locally and inform the CSP or designated squadron commander in writing of discrepancies. Conduct an inventory when changing evidence custodians. Document the transfer of custodians in the front of the evidence logbook.

2.6.3. Evidence Disposition. Investigators must obtain written coordination from the staff judge advocate (SJA) before final disposition of evidence. Document final disposition on evidence tags and in the evidence logbook. Have witnesses present when security police destroy drugs or other items not returnable to the person from which seized.

★2.6.4. Evidence Examination. Security police send evidence directly to military or state forensic laboratories via AF Form 1880, **Forensic Examination Request**. You may adopt the use of a state-preferred form when using state facilities. AFOSI handles evidence transmittal requiring FBI analysis.

★2.7. **Lost/Found Property.** When appropriate, security police take custody of private or government property not requiring the same degree of legal accountability as evidence. Security police will generally not take custody of property (except for weapons) left with another installation agency, for example, luggage left by passengers with TMO, personal property left in or around barracks, etc. MAJCOM/SPs should establish guidelines on conditions and circumstances under which their units accept lost, found, or acquired property.

2.7.1. Use an AF Form 52 as a receipt for lost, found, or acquired property.

2.7.2. Use the Security Police Automated System (SPAS) or permanently bound log book to log and track this type property. Use separate books for acquired and evidential material.

2.7.3. Store lost, found, and acquired property separately from evidence.

★2.7.4. The base property disposal board (subject to installation commander approval) may choose to dispose of property in one of the following manners: 1) Turn in to DRMO IAW DoD Manual 4160.21, *Defense Reutilization and Marketing Manual*; 2) Donation to a nonappropriated fund instrumentality (NAFI), for example, auto hobby shop, etc; military charity, for example, Airman's Attic, etc; or private charity, for example, Salvation Army, etc; and 3) As otherwise directed by the installation commander, for example, destroy, convert to government use, or through no cost contract with local business/agency, e.g., for disposal of abandoned vehicles.

★2.7.4.1. Regardless of disposal option(s) selected, you must still comply with the requirement of DoDM 4160.21 regarding identification and notification of owners, and the time frames required for holding property before disposition. Maintain any proceeds received from the sale of POVs in an account for lost, abandoned personal property for potential recovery by the owner.

★2.7.4.2. Demilitarize all unclaimed firearms. Do this through turn in to DRMO or through local destruction procedures, for example, cutting, welding, etc. Demilitarize all major assemblies to preclude reuse or reassembly with other parts.

2.7.4.3. Retain money until the end of the calendar year or until funds exceed a limit prescribed by the installation CSP (usually \$25 or more) or release it immediately to the local finance office.

2.8. Joint Drug Enforcement Team (JDET). AFOSI, in coordination with the installation CSP and installation commander, may establish an AFOSI/SP JDET. Once formed, these teams become the focal point for the Air Force anti-drug efforts at the installation level. The local AFOSI detachment commander and installation CSP determine the type and extent of direct participation JDET security police have in AFOSI operations.

2.9. Polygraph Support. Only AFOSI can conduct polygraph examinations in support of security police investigations. Request polygraphs according to AFI 71-101, Volume I. AFOSI IOC/XOY grants approval for this support.

★2.10. **Field Testing Controlled Substances.** If specifically trained, security police can field test suspected marijuana, hashish, and other cannabis products, as well as phencyclidine (PCP). They may also field test for the presence of cocaine with the concurrence of the servicing AFOSI detachment. Contact AFOSI if a suspect substance tests positive for PCP or cocaine.

2.10.1. Determine field testing for other drugs on a case-by-case basis depending on security police and AFOSI responsibility for a particular investigation. Contact the servicing AFOSI before conducting tests not specifically authorized above.

2.10.2. Security police may field test other narcotics discovered during routine police actions at installations with no AFOSI presence. The servicing AFOSI detachment may provide specific training for these tests.

★2.10.3. You can get training on conducting of field tests from a trained security police member, coordination with your local AFOSI unit, or through trained local civilian police personnel.

★2.10.4. Training in field testing for narcotics must address reading and recording of results; safety practices; and environmental considerations. Document this training.

2.11. Technical Surveillance Equipment. AFOSI is the sole Air Force agency authorized to conduct interceptions of communications for law enforcement purposes as outlined in DoDD 5505.9, *Intercept of Wire, Electronic, and Oral Communication for Law Enforcement*, and AFI 71-101, Volume I. This prohibition does not affect administrative telephone monitoring and recording (example: taping of all calls terminating at the law enforcement desk); closed circuit television for

monitoring personnel entry to US Air Force restricted or controlled areas; for monitoring inmates in a corrections facility; nor for overt video or audio equipment installed in a marked patrol vehicle.

2.11.1. Security police investigators may engage in photographic surveillance. Before engaging in any photographic surveillance, the CSP must review the surveillance plan and consult with the local SJA to ensure adequate addressing of privacy concerns.

2.11.2. Security police personnel may only use video equipment overtly. This could include documentation of a crime or accident scene, line-up, interview session, etc. Except for installed in-car video (paragraph 2.11), disable the audio pickup of this equipment unless all personnel within recordable distance provide written consent. If there is a need to use video equipment covertly, you must request assistance from the local AFOSI.

2.12. Interviews. The investigator has no legal power to compel persons to divulge information. However, you may ask them to disclose what they know. If a witness or complainant refuses, ask the staff judge advocate for assistance.

2.12.1. Advise individuals suspected of committing a crime of their rights under Article 31, *Uniform Code of Military Justice*; or the Fifth Amendment, before interviewing them. Use AFVA 125-19, **Advisement of Rights**, or the AF Form 1168, **Statement of Suspect/Witness/Complainant**. Failure to advise suspects may make their statements inadmissible in judicial proceedings. Before any rights advisement, investigators must first determine whether a suspect has requested counsel for this or any previous matter. If so, contact the staff judge advocate before attempting the interview.

2.12.2. If, after advisement, the suspect still does not understand his or her rights, re-read the rights. If that does not resolve the problem, seek advice from the SJA's office. Never threaten, trick, or cajole a suspect into waiving any rights.

2.12.3. Make every attempt to have a parent present during the rights advisement of a juvenile (under the age of eighteen) suspect. Seek SJA advice if you can't locate a parent or they can't respond in a timely manner. Stop the interview if the suspect (or parent, in cases involving juveniles) requests a lawyer. The suspect may consult with a lawyer and have a lawyer present during the interview. If the suspect initiates contact with security police after requesting a lawyer, contact the staff judge advocate for advice before asking any more questions.

2.12.4. Seek the advice of the SJA before interviewing a civilian suspected as the perpetrator of a criminal offense. Factors bearing on if and how you can interview a civilian include custodial/non-custodial status, union employee status, location (overseas), and jurisdiction. Immediately cease the interview if a civilian asks to consult legal counsel. Make a note in the case file that the suspect invoked counsel rights. Coordinate with the SJA's office if for any reason you desire to attempt a later interview.

2.12.5. Make every attempt to have two interviewers present during all suspect interviews. You must have another interviewer or witness present when the suspect is a juvenile or is of the opposite gender of the interviewer. Whenever possible, ensure one of the two interviewers (or witness) is of the same gender as the suspect.

2.13. Line-Ups. You may use physical and photographic line-ups in an attempt to positively identify a suspect. Coordinate line-up procedures through the installation SJA to assure admissibility in judicial proceedings.

2.13.1. Consult with the SJA if you need to conduct a physical line-up. A line-up participant is entitled to legal counsel only if the participant is in pretrial restraint or has charges preferred against him or her. However, if the participant has contacted counsel and desires the presence of counsel, the investigator must permit it. Photographic identifications are not "line-ups" requiring you to advise the suspect of his or her rights to counsel.

★2.14. Reporting of Investigations. Use a DD Form 1569, **Incident/Complaint Record**, or formal Report of Investigation (ROI) to report the results of investigations done by the security police investigations section. When using an ROI, use a sectional format to maintain consistency with reports of other DoD investigating agencies; e.g., AFOSI; and DoD Instruction 7050.2, *Uniform Criminal Investigative Report Format*. You should discuss preferred reporting format(s) with your local SJA.

2.14.1. When forwarding completed ROIs and DD Forms 1569 outside security police channels, cover these documents with an AF Form 445, **Security Police Report of Investigation Cover Sheet**. This cover sheet draws attention to the report and the responsibility on the part of the recipient to protect the potentially sensitive information contained in the report.

★2.14.2. Security Police Notes and Supporting Documentation. All security police notes and other supporting documentation (statements, search authority, evidence tags, etc.) belong to the USAF. Retain these items with the original case file (ROI, incident report, or accident investigation). Enclose these documents in a large envelope or other outer wrapper to ensure they are not lost or misplaced. Label the envelope or other outer wrapper with at least the case file number and title (or subject) of the inquiry.

2.15. Records Checks. Use the AF Form 686, **Substantive Investigations Record Check Summary**, to collect detailed information as required on each subject during the investigation. Maintain this form with the completed ROI.

2.16. Release of Information. AFI 51-201, *Administration of Justice*, outlines Air Force policy on the release of statements, confessions, and other forms of information relating to criminal proceedings.

2.17. Informants. The security police investigations section may gather information through the use of informants. When used, establish a central informant information file. Maintain complete security over this file and limit access to the investigator, the CSP, as directed by court order, or as allowed by the informant.

2.17.1. Maintain all known information on informants, including their background, occupation, attitude, criminal record (if applicable), reliability and data on each case for which the informant has provided information. Also maintain information on each contact with the informant. This would include the time and place of each, individuals present, information provided by the informant, directions or taskings given by the investigator, and money spent.

2.17.2. The informant file, because of its confidential nature, is exempt from inspections unless specifically authorized by the CSP.

2.17.3. Contact AFOSI if an informant desires to provide information for financial gain, if the informant provides information not in the investigative purview of the security police, or if the informant has access to criminal activity that **could** result in their being threatened or harmed.

2.18. Defense Clearance and Investigations Index (DCII). Indexing security police investigative suspects and certain witnesses and victims in the DCII will allow their tracking from base to base and allow security clearance investigators to identify these individuals as potential security risks.

2.18.1. Within the Air Force, AFOSI is the agency responsible for putting data in the DCII. Security police investigators should request indexing of individuals, organizations, or agencies when there is information that could logically have some future value. They should submit identifying data and supporting information (closed ROI or DD Form 1569) to the local AFOSI unit for indexing.

2.18.2. The DCII has a central file search and retrieval capability. Security police investigators may request searches of DCII through their local AFOSI unit. This search discloses any DoD investigative files on individuals. Such searches provide valuable investigative leads and background on individuals involved in ongoing investigations or individuals considered for use as informants. Request a search only on significant matters as indicated in attachment 2.

2.19. Air Force Law Enforcement Terminal System (AFLETS). AFOSI special agents and security police investigators can make requests for computerized criminal histories through AFLETS. The installation CSP establishes procedures for AFLETS.

2.20. Financial Investigations. DoD Directive 5400.12, *Obtaining Information from Financial Institutions*, prescribes the procedures for the DoD to use to gain access to financial records maintained by financial institutions (banks, credit unions, etc.). Security police personnel seeking access to an individual's financial records during an investigation (bad checks, etc.) must first ask for the customer's consent. DoD Directive 5400.12, Enclosures 3 and 10 establish the exact format for consent.

2.20.1. Security police personnel seeking access to an individual's financial records during an investigation may issue a formal written request for financial records when the records sought are relevant to a legitimate law enforcement inquiry. Issue this request only if the customer declined to consent to the disclosure of his or her records, or if you determine that seeking consent from the customer would compromise or harmfully delay a legitimate law enforcement inquiry. Seek SJA guidance before using this procedure. Enclosures 4, 11, and 13 of DoD Directive 5400.12 establish the formal written request format. Strictly adhere to the customer notification procedure and waiting period specified in enclosure 4.

2.20.2. When using either of the procedures described in paragraph 5.12.1 or 5.12.2 of DoD Directive 5400.12, immediately notify HQ AFSPA/SPLE, 8601 F. Ave. SE, Kirtland AFB NM 87117-5516 using the format set forth in enclosure 14 of DoD Directive 5400.12. HQ AFSPA will compile an annual report as required.

2.20.3. Security police personnel can't use other procedures such as administrative summons or subpoena, search warrant, or judicial subpoena, set forth in DoD Directive 5400.12. Refer the matter to AFOSI if there is a need to use one of these procedures. Declination by AFOSI to pursue these avenues is not justification for security police personnel to attempt their use.

2.20.4. You may not transfer financial records obtained under the provisions of DoD Directive 5400.12 to another agency or department outside the Department of Defense unless the head of the transferring law enforcement office or delegate certifies in writing there is reason to believe the records are relevant to a legitimate law enforcement inquiry within the jurisdiction of the receiving agency or department. Maintain these certificates with the DoD component's copy of the released records.

2.20.5. Whenever incorporating financial data obtained under DoD Directive 5400.12 into a ROI or other correspondence, take precautions to ensure you make no distribution of the reports or correspondence outside the DoD except in compliance with procedures set forth in enclosure 8 of DoD Directive 5400.12. The report or other correspondence must also contain an

appropriate warning restriction on the first page or cover. Enclosure 8 of DoD Directive 5400.12 provides a suggested restrictive legend.

2.20.6. The provisions of DoD Directive 5400.12 do not govern obtaining access to financial records maintained by military banking contractors in overseas or other financial institutions in offices located on DoD installations outside the US, Puerto Rico, Guam, the District of Columbia, American Samoa, or the Virgin Islands.

2.20.7. In overseas areas it is preferable to obtain access to financial records maintained by military banking contractors by customer consent. The law enforcement activity may seek access with a search authorization issued by the appropriate military official:

2.20.7.1. In cases where it is not appropriate to obtain consent.

2.20.7.2. In cases where the subject of the inquiry refuses consent and the financial institution is unwilling to provide access to its records.

2.20.8. Access to financial records maintained by all other financial institutions overseas by law enforcement activities must comply with local foreign statutes or procedures governing such access.

NOTE: Financial institutions are only legally obligated to provide information in response to procedures that invoke search warrants or subpoenas. Compliance with other procedures (customer consent and formal written notification) is voluntary. If a financial institution is reluctant to release information, consult with your local staff judge advocate.

2.21. Investigation of Sexual Misconduct. An action authority (normally the suspect's commanding officer) evaluates allegations involving only adult private consensual sexual misconduct according to DoD Instruction 5505.8, *Investigation of Sexual Misconduct by the Defense Criminal Investigative Organizations and Other DoD Law Enforcement Organizations*. Action authorities normally dispose of such allegations without the investigative services of AFOSI or the security police. Installation security police may not initiate an investigation solely for an allegation of sexual misconduct without a written request from an action authority except when the allegation involves one or more of the following: 1) Force, coercion, or intimidation, 2) Abuse of position or rank, 3) Fraternalization, 4) Persons under the age of 16, and 5) Conduct directly applicable to security standards for access to classified information.

2.21.1. Before the initiation of any investigation into sexual misconduct, the CSP should meet with the installation commander and SJA to ensure a security police investigation of the matter is in the best interests of the Air Force.

2.21.2. You must limit investigations to the factual circumstances directly relevant to the specific allegation.

2.21.3. Do not initiate an investigation to determine sexual orientation, that is, whether a service member is a heterosexual, a homosexual, or a bisexual.

2.22. Victim/Witness Assistance. According to DoD Directive 1030.1, *Victim and Witness Assistance*; and DoD Instruction 1030.2, *Victim and Witness Assistance Procedures*, identification of victims and witnesses is the responsibility of the agency that investigates the crime, e.g., SP, OSI. These two DoD publications and AFI 51-201, *Administration of Justice*, provide guidance on the implementation of these programs in the USAF.

2.22.1. Security police, in conjunction with the base SJA, develop a training syllabus for local use that includes those items unique to the base as well as any state law that might apply to the victim. This training applies to investigators and other security police personnel as appropriate.

2.22.2. If necessary, security police and AFOSI provide protection or coordinate with other federal, state, or local law enforcement authorities to protect the victim/witness. Security police must notify the staff judge advocate when they identify a victim. This allows the staff judge advocate to administer the victim/witness assistance process.

2.22.3. Investigators must "flag" incident reports to indicate this is a "victim/witness" case. Adding a prefix or suffix to the case number aids the staff judge advocate's auditing process of victim/witness cases.

2.23. Forms Prescribed. AF Form 445, **Security Police Report of Investigation Cover Sheet**; AF Form 686, **Substantive Investigation Record Check Summary**; AF Form 688, **Security Police Investigator Credentials**; AF Form 1880, **Forensic Laboratory Examination Request**.

RICHARD A. COLEMAN, Brig General, USAF
Chief of Security Police

GLOSSARY OF REFERENCES, ABBREVIATIONS, ACRONYMS, AND TERMS

References

DoD Directive 1030.1, *Victim and Witness Assistance*, November 23, 1994
 DoD Instruction 1030.2, *Victim and Witness Assistance Procedures*, December 23, 1994
 DoD Manual 4160.21, *Defense Reutilization and Marketing Manual*, March 1990
 DoD Directive 5505.9, *Intercept of Wire, Electronic, and Oral Communication for Law Enforcement*, April 20, 1995
 DoD Directive 5400.12, *Obtaining Information from Financial Investigations*, February 6, 1980
 DoD Instruction 5505.8, *Investigation of Sexual Misconduct by the Defense Criminal Investigative Organizations and Other DoD Law Enforcement Organizations*, February 28, 1994
 DoD Instruction 7050.2, *Uniform Criminal Investigative Report Format*, October 12, 1983
 AFD 31-2, *Law Enforcement*
 AFI 31-207, *Arming and Use of Force by Air Force Personnel*
 AFI 31-209, *Air Force Resources Protection Program*
 AFI 31-401, *Managing the Information Security Program*
 AFI 51-201, *Administration of Justice*
 AFD 71-1, *Criminal Investigations and Counterintelligence*
 AFI 71-101, Vol. I, *Criminal Investigations, Counterintelligence, and Protective Service Matters*
 AFI 71-101, Vol. II, *Criminal Investigations, Counterintelligence, and Protective Service Matters*

Abbreviations and Acronyms

AFLETS—Air Force Law Enforcement Terminal System
AFOSI—Air Force Office of Special Investigations
AFSPA—Air Force Security Police Agency
AFVA—Air Force Visual Aid
CSP—Chief of Security Police
DCII—Defense Clearance and Investigations Index
DoD—Department of Defense
JDET—Joint Drug Enforcement Team
MAJCOM—Major Command
ROI—Report of Investigation
SJA—Staff Judge Advocate
SPOI—Security Police Investigations

Terms

Sexual Misconduct—A sexual act or acts in violation of Chapter 7 of title 10 U.S.C. occurring between consenting adults, in private, whether on or off a military installation.

Victim—(IAW DoDD 1030.1) A person who has suffered direct physical, emotional, or pecuniary harm as a result of the commission of a crime committed in violation of the UCMJ or in violation of the law of another jurisdiction if any portion of the investigation is conducted primarily by the DoD Components. See DoDD 1030.1 for further information on identification of victims.

Witness—(IAW DoDD 1030.1) A person who has information or evidence about a crime, and provides that knowledge to a DoD Component about an offense in the investigative jurisdiction of a DoD Component. When the witness is a minor, this term includes a family member or legal guardian. This term does not include a defense witness or an individual involved in the crime as a perpetrator or accomplice.

AFOSI AND SECURITY POLICE INVESTIGATIVE MATRIX
(IAW AFI 71-101, VOL. 1)

Table A2.1. AFOSI and Security Police Investigative Matrix.

	A	B	C
RULE	If the case category is	Then contact	
		AFOSI about:	Air force security police about:
1	Assault	Aggravated assault involving serious bodily harm or requiring extensive investigation; and serious child abuse or serious neglect that involves infliction of serious bodily harm.	Simple assaults excluding serious child abuse or serious neglect.
2	Bad Checks	Cases involving ring-type activity, numerous utterances at various installations, or high-dollar accumulation.	Cases as necessary to support command.
3	Black Market	Large black-market transfers, ring-type activity, and those activities involving coordination with host-country investigative agencies.	Localized cases involving low-value items. Notify AFOSI when subject has TOP SECRET clearance or sensitive access.
4	Bribery	All.	None.
5	Counterfeiting	All.	None.
6	Customs Violations	Major violations; those requiring coordination with federal agencies outside the local area, or ring-type activities.	Localized investigations resulting from security police customs inspections.
7	Death Investigations--Murder, voluntary and involuntary manslaughter, suicide, and death by unknown causes	All except deaths in vehicle accidents, natural deaths, and deaths without criminal intent.	All vehicle accidents not involving hit-and-run, and all deaths not involving criminal intent or intent to commit suicide.
8	Drug Abuse	All cases of sale, transfer, trafficking, or smuggling. Selected use or possession cases intended to identify dealers and traffickers. All investigations of persons not subject to the UCMJ under DoD Memo 5.	Localized investigations involving use or possession. (Conduct field tests on security police cases. Participate with AFOSI in joint operations involving dealers.)
9	Forgery	Major forgery cases involving the US Treasury or other federal agency.	Localized forgery matters not involving US federal agencies.
10	Fraudulent Enlistment, Appointment, or Discharge	All.	None.
11	House Breaking	Cases involving ring-type activity or aggravated assault.	Localized cases.
12	Impersonation--Assuming a false identity	All except minor localized incidents.	Localized incidents in which the only goal was to impress others and that did not involve pecuniary gain or the US mail as a transmittal vehicle.

	A	B	C
RULE	If the case category is	Then contact	
13	Intimidation--Extortion, kidnapping, attempted bombings, hijackings, and terrorist acts.	All, unless deferred.	Bomb threats and localized threats to injure or extort money or favors from others in which no overt act actually occurred.
14	Improper Use or Diversion of Government Property	Major cases and those involving manipulation or falsification of records.	Minor localized incidents.
15	Larceny By Fraud--manipulation or falsification of records, receipts, inventories, and so on to cover thefts	All.	None.
16	Larceny of Government Property	Thefts of high-value property and controlled drugs. Ring-type activity. Significant thefts and losses of Arms, Ammunition, and Explosive Material (AA&E).	Localized investigations, including low-value thefts of AA&E unless you suspect fraud or terrorist activity.
17	Larceny of Private Property	Major cases involving high-value or ring-type activity.	Localized incidents involving low-dollar value thefts.
18	Misconduct--attempted suicides, bigamy, and so forth	Bigamy, attempted suicides, and ring-type activity.	Localized investigations of suicidal gestures or misconduct.
19	Perjury--False official statements	Cases involving leads to other locations or requiring the submission of evidence to the FBI or other federal crime lab.	Other localized incidents.
20	Postal Violations	All.	None.
21	Procurement, Disposal, and Pay-and-Allowance Matters	All cases involving procurement and disposal matters. Major pay-and-allowance matters, including ring-type activities.	Pay-and-allowance matters involving low-dollar value loss, as necessary to support command.
22	Property Destruction--arson, bombing, intentional damage to USAF aircraft or equipment, and intentional damage to government or private property	Aggravated arson, intentional damage to USAF aircraft or Priority A, B or C resources, and intentional damage to high-value government or private property.	Other localized incidents.
23	Robbery--Armed and unarmed	Robberies involving serious bodily harm, ring-type activity, appropriated and non-appropriated fund activities, and on-base private financial institutions.	Localized cases of unarmed robbery involving low-dollar amounts.
24	Security Violations	Cases that the command specifically requests.	Cases to support command responsibilities according to AFI 31-401, <i>Managing the Information Security Program..</i>

	A	B	C
RULE	If the case category is	Then contact	
25	Sex Offenses--Rape, carnal knowledge, sodomy, indecent exposure, sexual misconduct, voyeurism, and child molestation	Rape, sodomy carnal knowledge, child molestation, or cases involving serious bodily harm.	Localized investigations, including carnal knowledge, indecent exposure, sexual misconduct, and voyeurism on a case-by-case basis. (Notify AFOSI if suspect has TOP SECRET clearance or sensitive access.)
26	Terrorist Acts--bombings, hijackings, kidnapping, and thefts of weapons, explosives, and so on	All.	None.
27	Environmental Crimes	All.	None.